

## Maine Library of Geographic Information Board Meeting

Date: Wednesday April 17, 2019

Time: 10:00 AM to 12:00 PM

Place: Emerson Room

[Maine Public Utilities Commission](#)

[101 Second Street](#)

[Hallowell, Maine](#)

Call In: (877) 455-0244, Participant #: 367-352-2033 Also SKYPE for visuals

### AGENDA

1. Roll Call of Members
  - a. Motion to approve the revised minutes of March 20, 2019 made by Jon Giles, Seconded by Vern Maxfield.  
Voted: \_\_\_8\_Yea \_\_\_ Nay 0\_\_\_ Abstained
2. Executive Director Report – Claire Kiedrowski
  - a. Project Reports
    - i. LiDAR
      - o Eastern 2017 was accepted in the Fall. Data will be available on National Map (pending Tribal Notification).
      - o Umbagog 2016 should be available soon- currently going through Tribal Notification.
      - o The Crown of Maine 2018 (& 2019) have been processed. In the spring (green area) will be flown. Pink and blue areas have been flown.
        - o All of 2018 data has been delivered to Dewberry for Quality Assurance.
      - o USGS Funding/BAA Program is still available for Fall 2019. Previously, we had identified the Coast of Maine (to replace 2006-2007 datasets) as a priority.
    - ii. Orthoimagery
      - o All imagery from the 2018 collect is available and online as of 2/20/2019.
      - o Memorandums of Agreement with Penobscot County, Bangor, Hampden, Brewer, Naples, Bridgton, China, Camden, Cushing, Rockport, Thomaston, and Freeport. Biddeford is on the list as well as they did not accept imagery flown in 2018.
      - o Penobscot County will not be flown in the Spring 2019 as they are on a payment plan (on payment plan).
      - o Work Order for Woolpert is in progress.
      - o Maine DOT Memorandum of Agreement is in progress.
    - iii. Annual Reports
      - o Finalized and on the GeoLibrary website.
    - iv. Parcels – parcels are frequently requested from Maine Office of GIS personnel.
    - v. Land Cover – both NOAA and Wheatland Lab are interested in providing value-added services to existing datasets. Are we interested in pursuing and spending money?
    - vi. Fill vacancies. Claire wants to fill the Board vacancies by end of contract.
  3. Executive Director Position – Future Considerations -- Brian Guerrette
    - a. Current contract ends in June, and the plan is to extend it for another 6 months. This is a part-time contract position through Knowledge Services. Concurrently, Brian has submitted a request for a full-time permanent position with the State of Maine. He still needs approval for this position. Will know after July 1<sup>st</sup>.
    - b. Board members request a Committee for Executive Director interview questions and for hiring criteria. Would like to see the current job description for Executive Director.
      - i. Jon Giles, Brian Guerrette, Vinton Valentine, and Patrick Cunningham to make up the Committee (an extension of Policy Committee).
    - c. Claire Kiedrowski will remove herself from any interview processes initiated by the Board.

#### 4. Strategic Plan Workgroup Reports

- a. Coordination & Communication – Jon
  - b. Education & Training – Vinton
    - i. Mappy hour events and dates.
  - c. Geospatial Data – Claire/Jon
    - i. Dan Walters (chair) having a meeting 4/18. Then will meet the 2<sup>nd</sup> Thursday of the month from 2-4 pm.
    - ii. USGS 3D Nation Elevation Survey -- No report as of now, Claire will get summary for next meeting.
    - iii. Future meetings we should talk about geospatial data sets and access to
  - d. Geo-Parcels Workgroup – Jon
    - o Motion to approve the Standards for Digital Parcel Files made by Patrick Cunningham, Seconded by Vinton Valentine.
- Voted: \_\_\_8\_Yea \_\_\_\_\_ Nay 0\_\_\_\_\_ Abstained

#### 5. Committee Reports

- a. Finance Committee – Jon/Brian
  - o Brian and Claire to meet with Finance Department (DAFS) so that Finance better supports the GeoLibrary activities. Since we are going into the flying season, we will need to clarify financials.
  - o Can DAFS ask for an increase of \$1M-to \$2M? Concerned with the allocations and timing. We have funds in the Reserve account, but do not have the authorization to spend it.
- b. Technical Committee – Brian
  - o Data Catalog
    - o Decide on a date to retire the old geospatial data catalog for next meeting.
    - o Use the old data catalogue as a transition tool.
  - o Data Catalog vs Data Portal
    - o Metadata
    - o Access
    - o Search
- c. Policy Committee – Bill/Vinton
  - i. No report.

#### 6. Guest Comments

- a. Bond
  - o Our Bond is now rolled into LD1224 bond request and is in section Part B.
  - o No new information and Dan Ankeles (Mick Devin’s Legislative Aide) will be in touch with updates when appropriate.
  - o Everyone was in favor of the bill.
  - o It is not yet in the committee’s hands.
- b. Restructure
  - o Joe Young requests Board backing on restructuring of the GeoLibrary.
  - o Proposes moving positions, reorganizing and funding.
- c. Other
  - o Could Claire as Executive Director work with MGI in the future? Yes, but premature. Wait.
  - o Geospatial Data Libraries
    - o Consider how other states provide access and dissemination of geospatial data. Look at other state warehouses.

7. Recommendations for next meeting agenda

- New CIO was at UMA and that may be beneficial
- Joe will attend the next meeting and give updates on Maine Geospatial Institute (MGI).
- Reappoint Betsey Fitzgerald.

8. Adjourn 12:06